

24

62

Church Missionary Society.

MEMORANDUM ON NORTH WEST AMERICA FINANCIAL SYSTEM.

1. The financial system now in operation in the Society's Mission in North West America is as follows :—

2. The whole Mission is divided into five Districts, viz., the Red River District, the Athabasca District, the Moosonee District, the York Factory District, and the Saskatchewan District, the latter of which has been separated from the Red River District.

3. These Districts are superintended financially by Secretaries, and are practically independent of each other and communicate on financial affairs direct with the Parent Society. Red River is, however, considered as the head-quarters of the Society's North West America Mission, and when it is found convenient to transact financial business through the agency of the Secretary of that District it is recommended that this be done.

4. Each District Secretary is expected to transmit to the Home office (to be received not later than September in each year) a carefully prepared estimate of the requirements of the District under his charge for the coming year commencing January 1st; such estimate to be framed in accordance with the printed memorandum of the Society.

5. The money required for each Mission District may be provided by drawings in the form of Bills of Exchange on the Lay Secretary of the Society, and, in the cases of the Athabasca and Saskatchewan districts, upon the Secretary at Red River. Part of the expenditure of each District may be in payments made at Red River or in supplies forwarded either from Red River or from home; these should be discharged or paid for by Bills or the Red River Secretary, or the Lay Secretary, as the case may be. The

amount drawn should in no case exceed the amount of the sanctioned estimate, a warrant for which will be forwarded each quarter from the Home office.

6. Accurate accounts of all receipts (Bills drawn) and expenditure (payments made), drawn up as requested in the Memorandum annexed, should be kept by each District Secretary, and a copy of such accounts forwarded half-yearly to the Home office. Should there have been any transactions in the case of the Moosonee and York Factory Districts with the Red River Secretary, these should be clearly shown in the accounts of these Districts, and should, if possible, be closed before sending the accounts home, in order to keep the financial statements of each District quite distinct.

7. All drafts drawn by the Secretary of the Red River District in respect of the Athabasca or Saskatchewan Districts should be separate from each other and from those for the general expenses of that District.

8. The accounts from the Red River District should show on the debit side all drafts drawn in order of date, and on the credit side—first, a full account of all expenditure in that District; and second, the amount of payments in respect of the Athabasca and Saskatchewan Districts.

EDWARD HUTCHINSON,
Lay Secretary, Church Missionary Society.

CHURCH MISSIONARY HOUSE,
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